UNITED STATES DISTRICT COURT for the	
District of	
)	

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)
Civil Action No.
)
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SUMMONS IN A CIVIL ACTION

To: (Defendant's name and address)

A lawsuit has been filed against you.

Within 21 days after service of this summons on you (not counting the day you received it) — or 60 days if you are the United States or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) — you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are:

If you fail to respond, judgment by default will be entered against you for the relief demanded in the complaint. You also must file your answer or motion with the court.

	CLERK OF COURT
Date:	
	Signature of Clerk or Deputy Clerk

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PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

	This summons for (no	ame of individual and title, if an	ny)			
was red	ceived by me on (date)		·			
	☐ I personally serve	d the summons on the ind	ividual at (place)			
			on (date)	; or		
	I left the summons at the individual's residence or usual place of abode with (name) , a person of suitable age and discretion who resides the on (date) , and mailed a copy to the individual's last known address; or					
	☐ I served the summ	nons on (name of individual)		, who is		
	designated by law to accept service of process on behalf of (name of organization)					
			on (date)	; or		
	☐ I returned the sum	nmons unexecuted because	e	; or		
	☐ Other (specify):					
	My fees are \$	for travel and \$	for services, for a total of \$	·		
	I declare under penal	ormation is true.				
Date:						
		_	Server's signature			
		_	Printed name and title			
		_	Server's address			

Additional information regarding attempted service, etc: